

Minutes of Somerfield Te Kura Wairepo

Board of Trustees Meeting

18 August 2022

7 pm – Zoom Meeting

Present:

Denise Torrey, Stephanie Muller, Nalini Meyer, Kellie Englefield, Mark Callaghan, Tim McIntosh, Tony Steffens, Craig Weston and Julie Bassett Nicky Horne and Marty Needham, Tim McIntosh

Apologies: Lucy Green

Late: None

Conflict of Interest: None

Motion: That all present have speaking rights.

Moved: Stephanie Muller

Carried

Moved that the above administration matters are accepted.

Moved: Stephanie Muller

Carried

Principal's Report:

- 2 new Teachers Aide have been appointed
- Michelle Fraser has been appointed for New Entrance Class Term 4
- Investigations continue re: leaking roof
- Covid update – cases decreased dramatically
- Staffing numbers shared
- Attendance strategy shared

Motion: That the Principal's report to accepted as read.

Moved: Denise Torrey

Seconded: Stephanie Muller

Carried

Finance:

- 2022 Revised Budget updated
- Depreciation format had a few glitches

Motion: The BoT approved the revised 2022 budget showing \$6,754.25 operating surplus.

Moved: Tony Steffens

Seconded: Mark Callaghan

Carried

Motion: That the July 2022 accounts to be accepted by the Board as true and correct.

Moved: Mark Callaghan

Seconded: Denise Torrey

Carried

Property/Health & Safety:

- Insurance for all BoT assets to be assessed and renewed
- Template for Cordel to be sent to Craig
- Insurance figures to be send to Craig

Policy:

- Time to be set up with Denise and Nalini to update policies
- Updates will be presented to the BoT at next meeting

Emergency Preparedness – Covid update

- Living document updated regularly

Communications

- BoT election information and candidate's profiles advertised the newsletter

General Business:

Achievement and Intervention Report

- Presented by Kellie Englefield and Nicky Horne

Mid Year Review and Annual Goals

- Presented by Denise Torrey and Nicky Horne

Motion: The Mid Year Review and Annual Goals were approved by the BoT

Moved: Denise Torrey

Seconded: Nalini Meyer

Carried

ERO report:

- Board Assurance with Regulatory and Legislative Requirements Report 2022 to 2025 was passed.
- The above document to be shared in the newsletter and website

Out of Zone enrolments:

- Expression of interest article in the newsletter
- Numbers to be shared with the Bot on 30 August 2022 by email.

Equity and Isolation Index:

- Document shared with the BoT

BoT date change:

- 27 October 2022

Bot dates:

8 September

27 October

8 December

Motion: The minutes of the 22 June 2022 meeting were read and approved as true and correct.

Moved: Stephanie Muller

Carried

Meeting closed at 8.40 pm

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Stephanie Muller
Chairperson

.....Date